

MINUTES OF THE BOARD MEETING OF THE BRISTOL COUNTY WATER AUTHORITY

Thursday, July 21, 2016
450 Child Street, Boardroom, Warren, RI

Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Chairman Klepper at 6:00 pm, 450 Child Street, Boardroom, Warren, Rhode Island.

Executive Director Pamela Marchand, Legal Counsel Joseph Keough and the following Directors were in attendance at the commencement of the meeting:

Paul Bishop, George Champlin, William Gosselin, Joel Hellmann, John Jannitto, Allan Klepper,
Raymond Palmieri, Sr., Frank Sylvia

Directors Absent: Georgina Macdonald

1. Public Input

None

2. Auditor Hague, Sahady & Co. - Presentation

Finance Manager M. Champagne introduced BCWA's new auditors Kyle Connors and Josianne Araujo from Hague, Sahady & Co. K. Connors gave a brief overview of the financial audit commending Staff for their work. BCWA's pension plan is 82% funded per the new regulations, OPEB is funded at 4.1% and BCWA's largest Bond is nearly paid off which will have significant savings for BCWA. The Debt Service Requirement is at 2.50% which is double its requirement.

Chairman Klepper thanked the auditors for their report.

3. Minutes

Director Hellmann made the following motion seconded by Director Bishop

MOTION: To approve the minutes of the 6/30/16 Board Meeting.

Motion passed unanimously.

4. Executive Director's Report

Executive Director P. Marchand informed the Board of an issue at Cutler and Mulberry Streets in Warren. During the design for the water main replacement it was discovered that our water main runs through private property with no current easement. Legal Counsel J. Keough is doing a title search of the property. Metacom Avenue project is on schedule with the work; there have been a few problems with valves but otherwise pressure testing is being done on the completed work.

5. Financial Report

Finance Manager M. Champagne reported that revenues are up 3.7% with total income 5% over budget. Director Champlin commented that Washington Trust underperformed for last year stating that BCWA should review their benchmarks, there is a lack of diversity. M. Champagne stated that Washington Trust has been keeping liquid cash available for employees who are retiring. Washington Trust will be at the September Board Meeting.

6. Customer Payment Portal

Item continued to the August Meeting.

7. Bid: Water Meters and Automatic Meter Reading System

Executive Director P. Marchand stated meter installations will be outsourced. Director Jannitto questioned why our employees could not do the installation.

Executive Director P. Marchand stated our employees will install meters nights and weekends on a limited basis, there is not sufficient staff for a meter change out program.

Operations Manager K. Booth explained that BCWA now runs 2 different meter systems and it may take 7.5 years to change out all of the meters using our employees. BCWA will be putting in Neptune meters which, when the work is complete, can read the entire system in 4 hours with drive-by, also they will be able to detect leaks and the amount of water going through the system. In 4 years we can switch to an automatic data collection system on a daily basis.

Director Palmieri asked about guarantees, life cycle of the meters, reprogramming the meters and the cost of \$2.6 million for meters and installation costs.

Executive Director P. Marchand stated the contract would be for 3 years subject to available funding up to \$2.96 million. Installation costs will be approximately \$80 per meter for standard residential.

Chairman Klepper asked Legal Counsel to review the contract and provide language for the motion for the August meeting. Also needed will be information on total cost of meters, installation and programming data.

8. Bid: Generators for Administration and Operations Facilities

Operations Manager K. Booth stated that he had received 3 bids.

Director Sylvia made the following motion seconded by Director Palmieri

MOTION: To award Commercial Electric, Inc. in the amount of \$123,840.00, as presented.

Motion passed unanimously.

9. Claims – Patricia Savard, Barrington

Chairman Klepper stated Ms. Savard would like to be reimbursed for \$2,000 for her claim of water damages to her basement.

Upon review of the claim Director Jannitto made the following motion seconded by Director Palmieri

MOTION: To award Ms. Patricia Savard of Barrington \$2,000 for her claim due to a water main break contingent she signs a release form that BCWA was not negligent.

Motion passed 7 to 1, Director Sylvia voting Nay.

10. Goals for Executive Director

Director Bishop made the following motion seconded by Director Hellmann

MOTION: To accept the goals for the Executive Director.

Motion passed with 7 votes, Director Gosselin was out of the room at the time of the motion.

11. Update on North Farm

Item moved to August meeting.

12. Update on Warren Paving Ordinance

Item moved to August meeting.

13. Board Correspondence

None.

14. Next Scheduled Meeting

August 25, 2016

Director Jannitto made the following motion seconded by Director Sylvia

MOTION: To adjourn the meeting.

Motion passed unanimously.

The meeting was adjourned at 7:46 pm.

Raymond Palmieri, Sr.
Secretary